



**APPROVED MINUTES  
NASHUA REGIONAL PLANNING COMMISSION  
Executive Committee  
May 19, 2010**

**Present:** Janet Langdell  
Mike Fimbel, Chairman  
Howard Dilworth  
Karin Elmer  
Peter Baker  
Kathy Hersh  
Tom Collins  
Suellen Seabury

**Absent:** None

**Staff:** Kerrie Diers, Executive Director  
Tim Roache, Assistant Director

**I. Call to Order:**

The meeting was called to order by Fimbel at 5:15 pm.

**II. Minutes:**

Approval of April 21, 2010 meeting minutes: Dilworth requested the phrase "other people" be changed to "non Hudson residents" during the discussion of expanded gambling under the item of other business. Hersh made a motion to accept the minutes as corrected. Second by Baker. Minutes were approved unanimously.

**III. Finance Reports:**

**NRPC:**

Finance report was distributed at the meeting. Diers reviewed the NRPC Balance Sheet and Profit and Loss Statement. Diers explained that healthcare expenses and a five week month caused a lag in resources for the month but she believes this will balance out in by the end of the year. Diers added that she believes the agency will remain on target for the end of the year.

**Capitol Corridor:**

Diers stated that the available funds are close to being expended and expects that they will be used in full.

**SVTC:**

Diers reviewed status of funds in the account and discussed the SVTC billing procedures. Fimbel asked to be reminded of the NRPC role in this process. Langdell explained the SVTC service and NRPC role.

Dilworth asked to table the NRPC financial report until next month to allow adequate review time and moved to accept the Capitol Corridor and SVTC reports and place them on file for audit. Baker seconded the motion which passed unanimously.

**IV. Reports:**TTAC Report:

The TTAC did not meet in April

NH Rail Transit Authority Report:

Diers brief the committee on the activities of the NHRTA at the recent Executive Committee meeting.

Transportation Enhancements Report:

Roache briefed the Executive Committee on the outcome of the TE process. Dilworth suggested that the NHARPC weigh in on the process. Diers added that Tad Putney (Brookline) requested that the TE process be discussed at that next Commission Meeting. The Executive Committee directed the NRPC staff to present a summary of the TE process at the June Commission meeting.

**V. Subcommittee Reports:**Regional Policy Committee:

Baker indicated that a draft report will be available in June.

Historic Documentation:

No new information to report.

**VI. Business:**Preliminary FY 2011 Budget:

Diers reviewed the preliminary budget and explained which funding sources have been or are likely to be secured. She stated that approximately 10% remains unsecured at this time. Dilworth questioned where the \$24K in the SPR line item came from. Diers explained that the SPR funds are provided through NHDOT for planning studies. They are typically \$50K grants and she estimated half in FY 11 and half in FY 12. Dilworth asked if the budget trouble in Concord is impacting the agency? Diers stated that some funding is likely to be lost or reduced due to the State budget crisis. REPP is likely to be lost and OEP funding will be reduced. Diers added that budget maintains current staffing level. Hersh asked about Brownfields funding and Diers replied that we will be applying for funding. Diers added that there are more grants in the works than shown in the preliminary budget. The Executive Committee discussed local dues and Diers indicated that dues will remain flat. Hersh asked if there would be a pay increase for the staff. Diers indicated that she hoped there will be a COLA increase effective in January 2011. Dilworth pointed out that approving this budget at the June 16 Commission Meeting would leave two more weeks for the legislature to approve the budget and that could impact NRPC. Hersh suggested a contingency vote at the June meeting depending on State budget decisions in Concord.

Nominating Committee:

No action was taken. Nominate a new slate in June and address the open position on the Executive Committee.

NHARPC:

Diers distributed the NHARPC Legislative Policies and suggested this be addressed at the June Commission Meeting. The Executive Committee discussed how to address these policies. Dilworth suggested that it be sent out and ask the full commission for input. Diers will send the policy document out to the full commission in advance of the commission meeting.



## VII. Nonpublic Session

Howard Dilworth moved to enter into non-public session per RSA 91-A:3, II(a) to consider or act upon “the dismissal, promotion, or compensation of any public employee...” to discuss the Executive Director’s annual performance review, seconded by Karin Elmer. Roll call vote:

Janet Langdell - Yes  
Mike Fimbel - Yes  
Howard Dilworth - Yes  
Karin Elmer - Yes  
Peter Baker - Yes  
Kathy Hersh - Yes  
Tom Collins - Yes  
Suellen Seabury – Yes

The Executive Committee entered into non-public session at 6:40 pm.

A motion was made by Janet Langdell to exit from non public session and seal the minutes which would require a 2/3 vote from the members per RSA 91-A:3, Seabury seconded this motion. Roll call vote:

Janet Langdell - Yes  
Mike Fimbel - Yes  
Howard Dilworth - Yes  
Karin Elmer - Yes  
Peter Baker - Yes  
Kathy Hersh - Yes  
Tom Collins - Yes  
Suellen Seabury – Yes

The Executive Committee exited from non-public session at 7:59 pm

## VIII. Adjourn

Motion to adjourn came from Peter Baker with a second from Karin Elmer. The meeting adjourned at 8:00pm.